



WILLIAM T FUJIOKA  
Chief Executive Officer

County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

*"To Enrich Lives Through Effective And Caring Service"*

Board of Supervisors  
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November 12, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPOINTMENT AND SALARY PLACEMENT FOR  
DIRECTOR, INTERNAL SERVICES DEPARTMENT  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Recommendation to appoint and set the salary for James Jones to serve as Director, Internal Services Department for the County of Los Angeles.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve the Chief Executive Officer's recommendation to appoint James Jones to the position of Director, Internal Services Department effective November 12, 2013, at an annual salary of \$235,000.
2. Instruct the Director of Personnel to execute an at-will employment contract which is approved as to form by the County Counsel.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to appoint James Jones to the position of Director, Internal Services Department and to set a salary for Mr. Jones.

**Implementation of Strategic Plan Goals**

Approval of these recommendations will further the County of Los Angeles' Strategic Plan Goal of Operational Effectiveness to maximize the effectiveness of processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.

**FISCAL IMPACT/FINANCING**

The cost of the recommended actions will be absorbed within the Internal Services Department's current budget.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The adjustment is in conformance with County Code provisions for the Management Appraisal and Performance Plan.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Implementation of these recommendations will provide leadership for the Department of Internal Services.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "W. T. Fujioka", with a stylized flourish at the end.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SHK:GS  
CL:cg

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Human Resources  
Internal Services